



Welcome to the Totally Teens After-School Program for the 2012-2013 school year.

We are looking forward to an action-packed year. Listed below are a few things you will need to know for the first day of Totally Teens:

Transportation

From Julius West Middle School:

Since Thomas Farm Community Center is in the school district for Julius West Middle School we were able to arrange bus transportation from the school to the center. The bus route number that transports students to Thomas Farm Community Center after dismissal is **5114**. There is also an Activity Bus that departs later in the afternoons on Tuesdays, Wednesdays and Thursdays. If your child is participating in after-school activities, please make sure to inform the staff. This will help ensure that we know where your child is at all times.

From Robert Frost School:

Thomas Farm Community Center has provided transportation in the past to Robert Frost Middle School. However, this year we have expanded the program to fifty teens and we cannot effectively supervise the majority of the participants with one staff driving the van for a few students, therefore we will only be able to provide transportation to students from Robert Frost Middle School if a minimum of 8 students are enrolled in Totally Teens.

From other MCPS schools:

It has come to our attention that there are students enrolled in Totally Teens who will not be attending Julius West Middle School. We want to make sure that all parents are aware of the transportation policy. On rare occasions MCPS has made arrangements to transport students who reside within the boundaries of the Rockville cluster, but go to school in another cluster to attend a magnet program or other MCPS program. Parents must contact the school directly to see if this arrangement is possible. This decision is at the discretion of MCPS and not Thomas Farm Community Center.

Attendance

Everyday attendance is not required. However, we ask parents to notify us, in advance, if your teen will be absent from the program by calling 240-314-8840 or by providing a written note or email. Under NO circumstances can participants leave the building between the hours of 3 p.m. and 6:30 p.m. unless accompanied by a staff member, parent or an individual authorized by a parent. Participants who have permission to walk home unescorted may not return to the center *before* 6:30 p.m. without an adult, after signing out for the day.

Pick-up

Parents are expected to pick-up participants no later than 6:30 p.m. Teens who have a Thomas Farm center membership may remain in the building unsupervised until 7 p.m., as stated in the center policies. Teens will not be the responsibility of the program after 6:30 p.m. and center members must adhere to all center rules and policies. Failure to do so may result in suspension from center. Teens 15 years and younger are not allowed in the center without an adult after 7 p.m., Monday - Friday.

Snacks

In order to keep Totally Teens affordable, a snack will not be provided to the teens. However, the center has a refrigerator and microwave available to store and heat up food so feel free to bring your own snacks. Vending machines are also available. Please label all snacks with your child's name. Refrigerated food cannot be stored over the weekend and must go home with participants on Friday.

Snack/Program Fee

Parents have the option of paying a monthly fee so a light snack can be provided to your child on a daily basis. Snacks consist of chips, pretzels, fruit cups, popcorn, juice, etc. Information on how to sign up is enclosed.